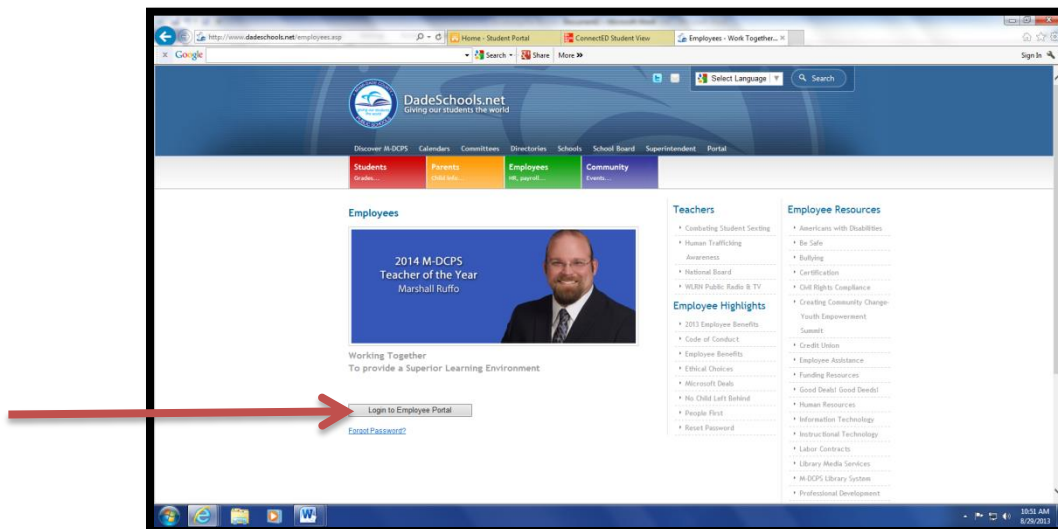
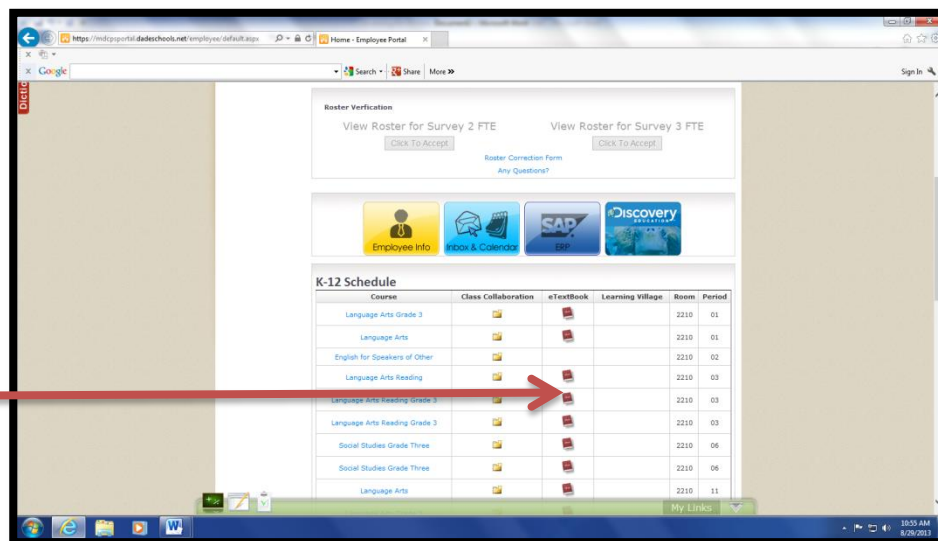


# Directions for Teachers to Populate Students Into Class Sections

1) <http://www.dadeschools.net/employees.asp>

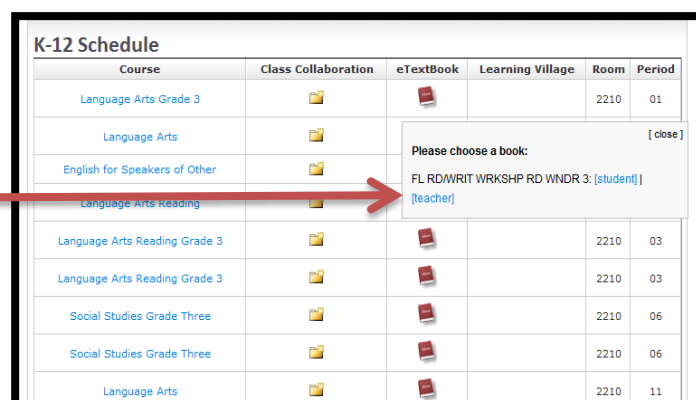


2) Once on the “employee portal”



Click on “ebook”  
icon next to one  
of your Language  
Arts/Reading  
Links

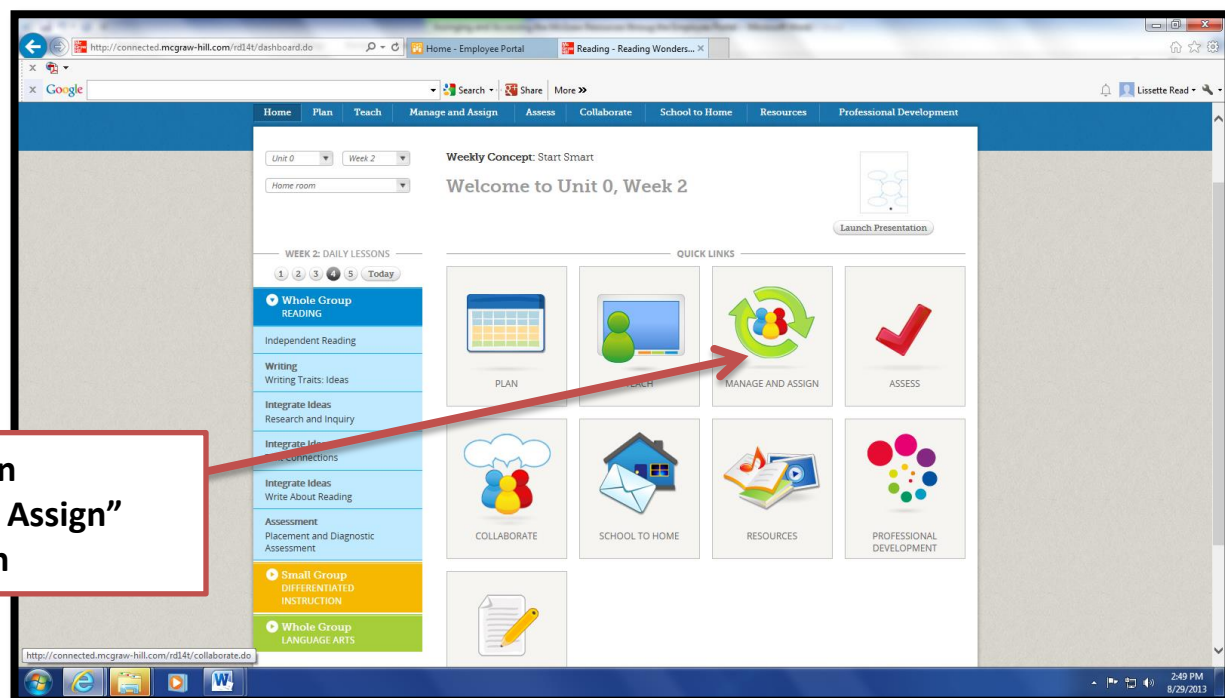
When prompted  
Click on  
“teacher”



## Directions for Teachers to Populate Students Into Class Sections



Click on  
"Teacher Edition" for your  
grade level



Click on  
"Manage and Assign"  
Button

## Directions for Teachers to Populate Students Into Class Sections

McGraw-Hill Wonders Master the Common Core State Standards!

Home Plan Teach **Manage and Assign** Assess Collaborate School to Home Resources Professional Development

Unit 0 Week 2 Weekly Concept: Start Smart

Home room Manage and Assign • Assignment Manager

Assignment Manager Class Details Shared Classes

VIEW BY Assignment Make an Assignment

ASSIGNMENT	SUBMITTED	COMPLETED	START DATE	DUE DATE
testing 123	--	--	08/29/2013	09/05/2013

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2:50 PM 8/29/2013

**Click on "Class Details"**

From "Drop Down" menu select one of your Language Arts/Reading sections.

McGraw-Hill Wonders Master the Common Core State Standards!

Home Plan Teach **Manage and Assign** Assess Collaborate School to Home Resources Professional Development

Unit 0 Week 2 Weekly Concept: Start Smart

Home room Manage and Assign • Class Details

Class Details Shared Classes

Create Class

Share Edit Remove

CLASS NAME: Home room

GRADE LEVEL: Grade 3

Students and Groups Students + Students Create Group Print Passwords

STUDENT	TEACHING LEVEL	All Groups	PROFILE

5:59 PM 8/29/2013

## Directions for Teachers to Populate Students Into Class Sections

Click on McGraw-Hill  
Suggested Planner.

Then ....

Click on the calendar icon  
and select the first  
“teaching day” (August  
19<sup>th</sup>)

Click “Next”

Begin creating “school  
year planning calendar”  
by clicking on all “non-  
teaching days”.

Click “Save”

McGraw-Hill  
Reading  
**Wonders**  
Master the Common Core  
State Standards!

FLORIDA

Home - Employee Portal Reading - Reading Wonders...

Welcome LINDSEY RAMIREZ Connected Help Logout

SET-UP WIZARD

First Teaching Day  
08/29/2013

Select Planner:  
☒ McGraw-Hill Suggested Planner  
☐ Existing Class Planner  
 Language Arts Reading Grade 3

Next

Enter a date that corresponds with the first day of your lesson plan.

Create your daily planner according to the McGraw-Hill suggested teaching plan or follow an existing lesson planner. If you import an existing lesson planner, the planner will be adjusted to your teaching calendar.

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Education  
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# MIAMI-DADE COUNTY PUBLIC SCHOOLS 2013-2014 SCHOOL CALENDAR ELEMENTARY AND SECONDARY

July 2013						
M	T	W	T	F	S	S
1	2	3	4	5		
8	9	10	11	12		
15	16	17	18	19		
22	23	24	25	26		
29	30	31				

August 2013						
M	T	W	T	F	S	S
				1	2	
5	6	7	8	9		
12	13	14	15	16		
19	20	21	22	23		
26	27	28	29	30		

September 2013						
M	T	W	T	F	S	S
3	4	5	6			
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30						

October 2013						
M	T	W	T	F	S	S
1	2	3	4			
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30	31			

November 2013						
M	T	W	T	F	S	S
				1		
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		

December 2013						
M	T	W	T	F	S	S
2	3	4	5	6		
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30						

January 2014						
M	T	W	T	F	S	S
6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30	31		

February 2014						
M	T	W	T	F	S	S
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		

March 2014						
M	T	W	T	F	S	S
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		
31						

April 2014						
M	T	W	T	F	S	S
1	2	3	4			
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30				

May 2014						
M	T	W	T	F	S	S
				1	2	
5	6	7	8	9		
12	13	14	15	16		
19	20	21	22	23		
26	27	28	29	30		

June 2014						
M	T	W	T	F	S	S
2	3	4	5	6		
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		

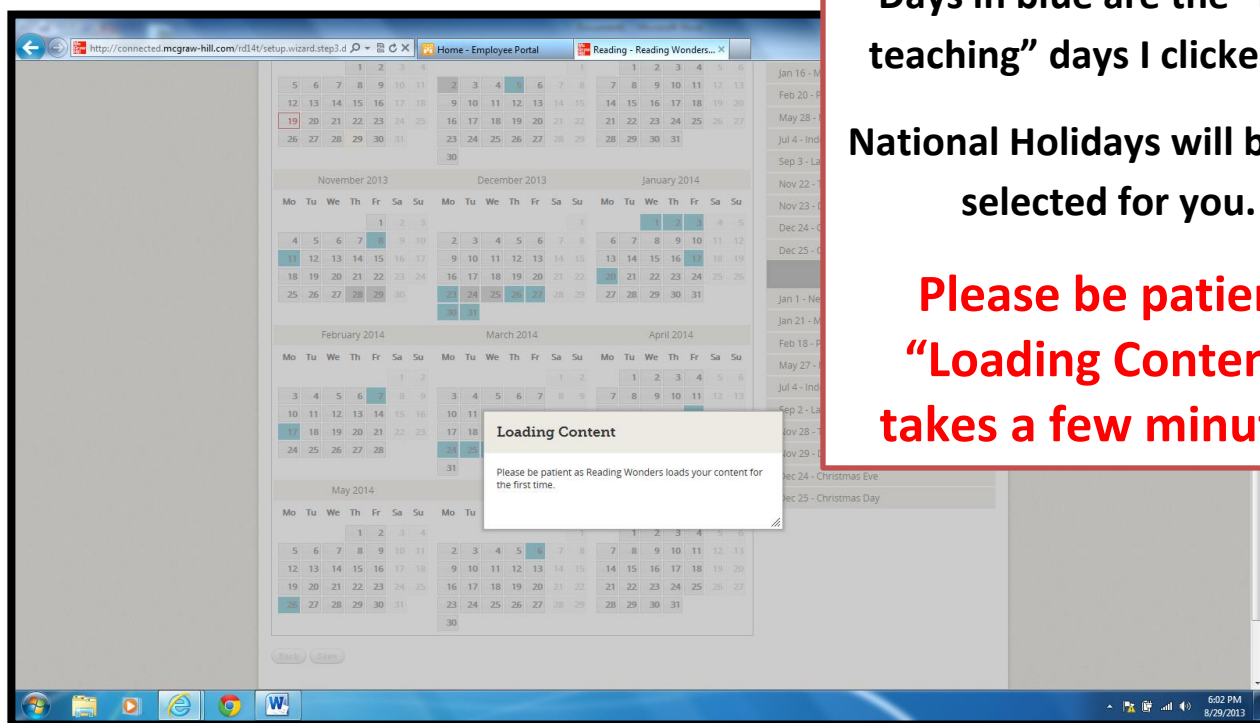
Florida Comprehensive Assessment Test (FCAT) 2.0			
Grade	Test Dates	Test Dates	Test Dates
Grade 3	10/1-10/3	10/1-10/3	10/1-10/3
Grade 4	10/1-10/3	10/1-10/3	10/1-10/3
Grade 5	10/1-10/3	10/1-10/3	10/1-10/3
Grade 6	10/1-10/3	10/1-10/3	10/1-10/3
Grade 7	10/1-10/3	10/1-10/3	10/1-10/3
Grade 8	10/1-10/3	10/1-10/3	10/1-10/3
Grade 9	10/1-10/3	10/1-10/3	10/1-10/3
Grade 10	10/1-10/3	10/1-10/3	10/1-10/3
Grade 11	10/1-10/3	10/1-10/3	10/1-10/3
Grade 12	10/1-10/3	10/1-10/3	10/1-10/3

New Teachers Report	
Teacher Planning Day	Days in Grading Period
Teacher Planning Day No Opt	1-47
Legal Holiday	2-45
Release Day	3-41
Daylight of Grading Period	4-47
Secondary Early Release	

For information on employee opt days, please refer to back of calendar.



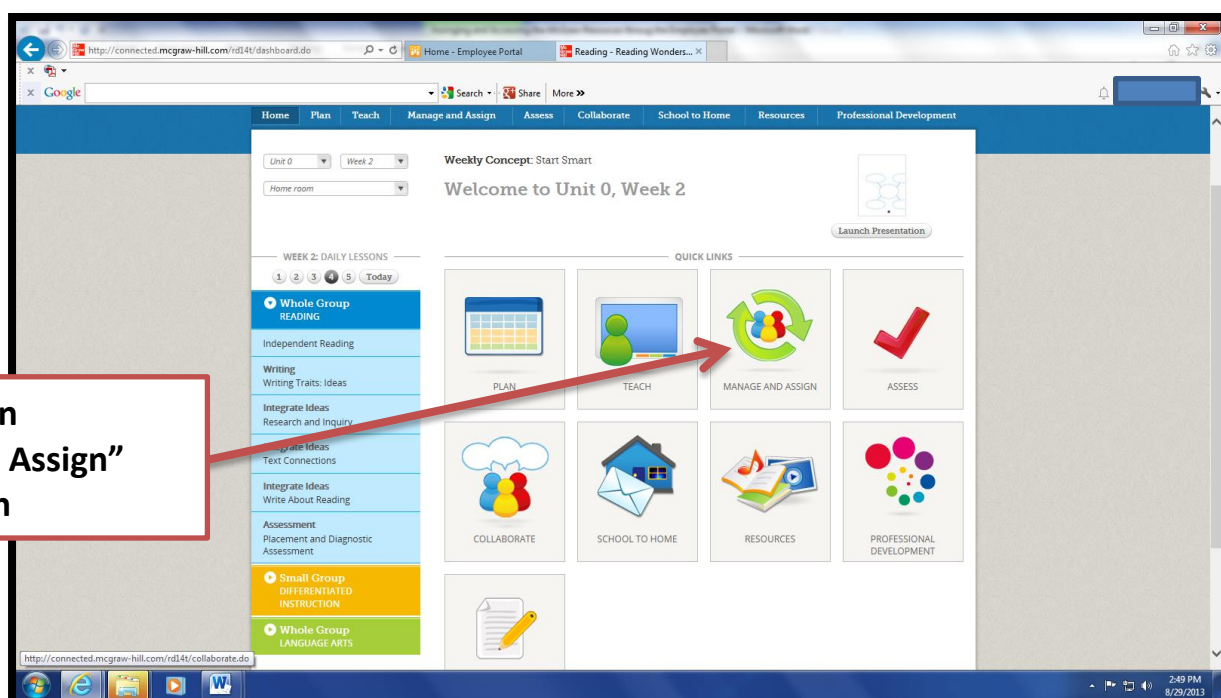
## Directions for Teachers to Populate Students Into Class Sections



Days in blue are the “non-teaching” days I clicked on.

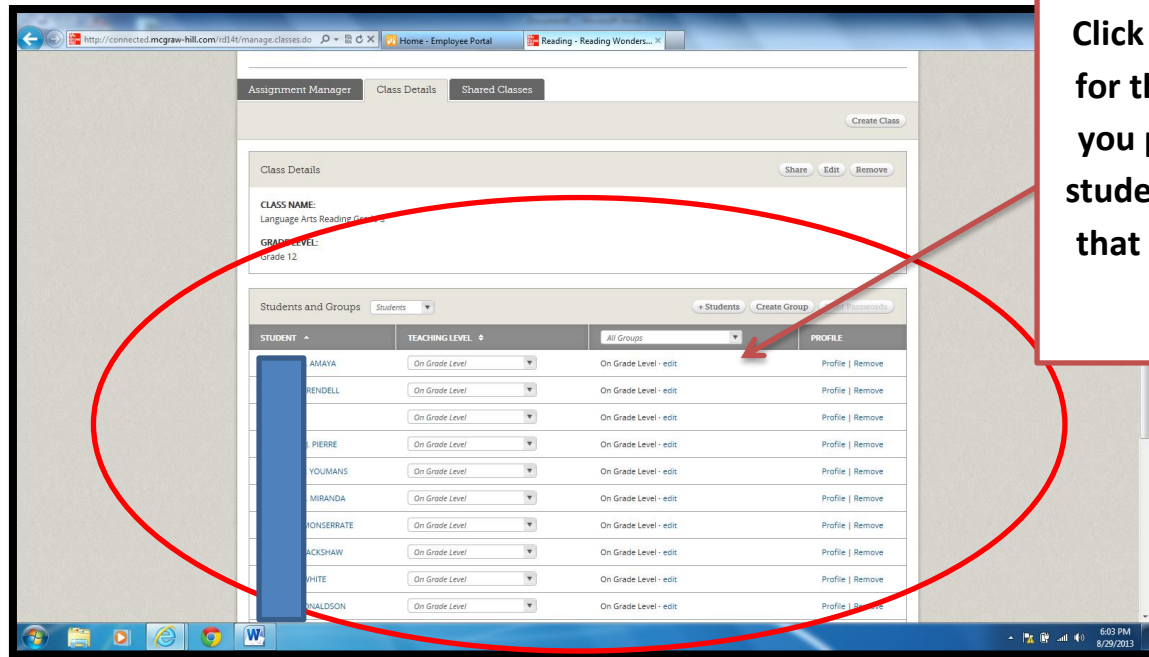
National Holidays will be pre-selected for you.

**Please be patient  
“Loading Content”  
takes a few minutes.**



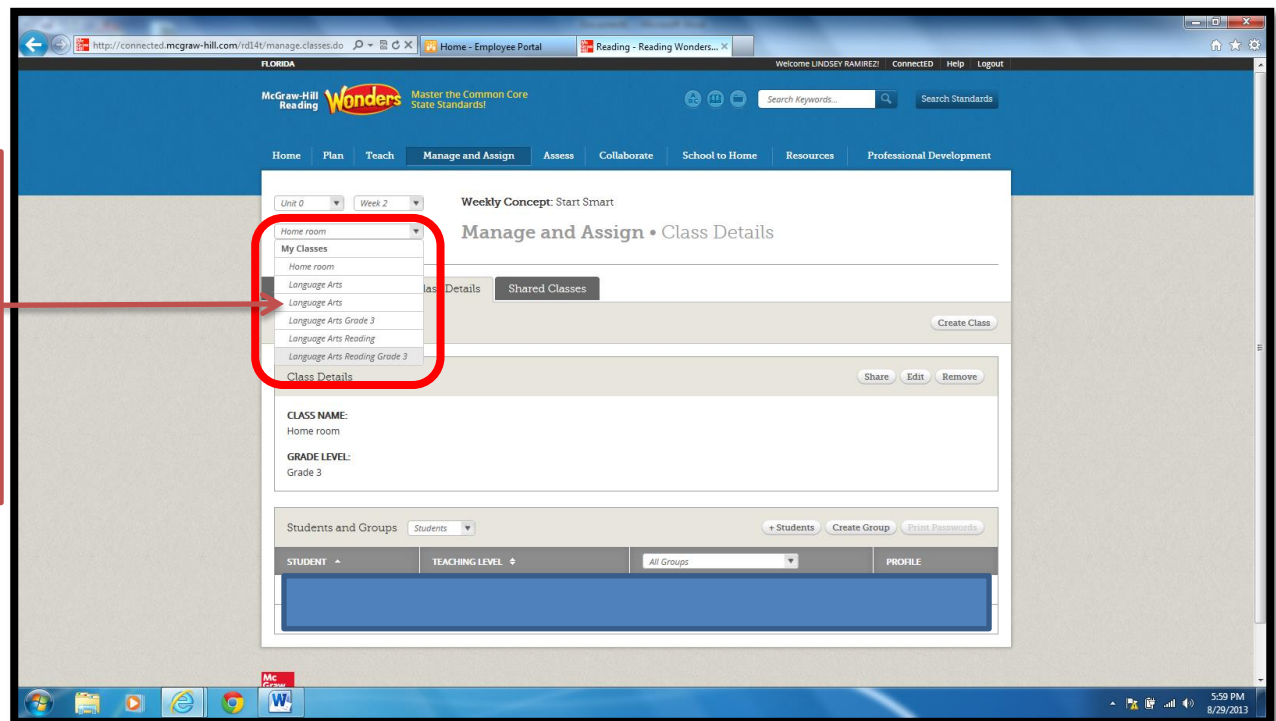
**Click on  
“Manage and Assign”  
Button**

## Directions for Teachers to Populate Students Into Class Sections



Click “Class Details” for the section that you populated. All students assigned to that section should show up.

Repeat the process for each section that you have students assigned to.



## **Directions for Teachers to Populate Students Into Class Sections**

**That's all Folks!!**